



DEFENSE INTELLIGENCE AGENCY  
WASHINGTON, D.C. 20301

U-2787/OS-1

8 JAN 1985

MEMORANDUM FOR THE CHAIRMAN, DCI SECURITY COMMITTEE

SUBJECT: Contractor One-Time Access

1. The Counterintelligence (CI) Division, Office of Security, Defense Intelligence Agency, has in-place a contract with Advanced Technology Systems (ATS) to automate a CI database. The mission of this contract involves primarily the identification and indexing of permanent CI records, much of which are ORCON/NOCONTRACT caveated, maintained for reference by OS-1.

2. In accordance with the provisions of DCID 1/7, permission is requested for a one-time access authorization of ATS contract personnel to utilize on-site database material for the purpose of fulfilling the contract. Pertinent factors relating to this request are:

a. Only sufficient data for indexing (primarily title, document number or type, dates, etc.) will be involved.

b. Access will occur within OS-1 offices, a designated SCIF area in the Pentagon; no material will be available to contractor outside this controlled area.

c. This is a one-time activity. Contract runs from 15 October 1984 through 15 October 1985.

d. All contractor personnel involved are U.S. citizens with clearances being certified between Special Security offices.

e. Any follow-on work involving access to these types of material after the conclusion of the contract will be accomplished by in-house OS-1 personnel possessing appropriate authority and access clearances.

3. If contractor access cannot be granted, an enormous burden will be placed on OS-1 personnel resulting in an investment of numerous manhours to segregate files and to extract and prepare indexing data. These functions are the obligation of ATS in the performance of the Contractor/Statement of Work.

4. This one-time access will greatly facilitate the completion of the database automated project in OS-1 in the most timely and effective manner.

FOR THE DIRECTOR:

A handwritten signature in cursive script, reading "Charles J. Little", is positioned above the typed name.

CHARLES J. LITTLE  
Colonel, USA  
Chief, Office of Security